

# CyberLink Training Management System



The key to corporate wins in the twenty first century depends largely on employees' ability to assess new knowledge. CyberLink Training Management System aims to provide enterprises with a complete training platform that includes: online learning; internal and external training; and training resource management. The latest version of CTMS now features online e-learning homepage design tools, allowing enterprises to easily customize their e-learning portals.

## Product Features

### Web layout design

CTMS features a web design module allowing enterprises to customize their e-learning portal sites. It also offers design templates for easy reuse.

### Support for SCORM 2004

Support for SCORM 2004, an industry standard, allows easy integration of SCORM 2004 compliant e-learning content and sequence controls.

### Course management features

Imports batch course data from Excel. Support for importing multiple tracks and classes saves labor and time for HR.

### Off line report generation

CTMS features analysis reports that can be requested online. Results are sent to notify the requestor via email.

### Newsletters

The CTMS newsletter editing tool allows e-learning administrators to deliver course notifications by email. Includes a newsletter archive.

### Automated course assignment

Courses can be automatically assigned to employees based on their rank, title and a pre-defined training roadmap. CTMS helps employees outline learning plans and automatically search for appropriate courses, their schedules, and course sign up.

## Why Choose CyberLink?

### A Total Solution for HR Development

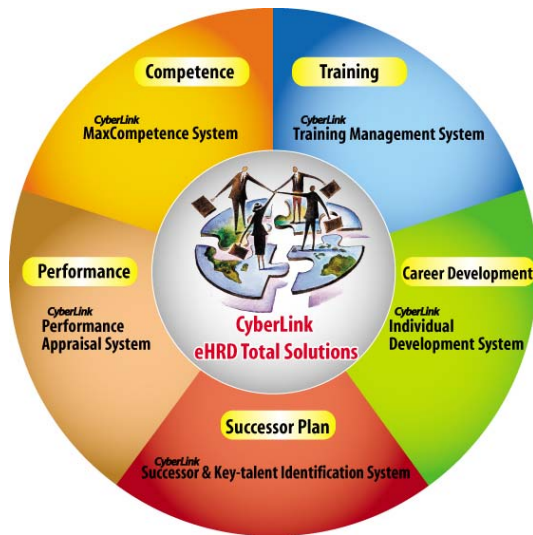
CyberLink's HRD system consists of CyberLink Training Management System, CyberLink Performance Appraisal System, and CyberLink MaxCompetence System. The three systems provide a total solution for HRD.

### Advanced technology

With years of R&D development in multimedia, e-learning, and HRD systems, CyberLink is backed by a professional team of high-caliber

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engineers experienced in automating HRD workflows and processes using the latest technology.



## HR consulting team

CyberLink can provide tailored training plans and solutions to meet organizations' training needs, offering professional support during implementation and helping the organization build training guidelines. CyberLink also provides consulting on performance appraisal and competence evaluation.

## Compatibility and high security

CyberLink uses Java technology to ensure the highest levels of compatibility and security to protect organizations' intellectual property.

## Reliable after-sales service

Our solutions are completely developed by CyberLink. Hence we can ensure the fastest turn-around time for problem solving and advanced customization.

## CTMS 5 Offers the Best Employee Training Solution

### Flexible e-learning architecture

CTMS offers learning organizations a flexible architecture that is adaptable to enterprises' broad training requirements. Enterprises can integrate their entire departmental hierarchy with the CTMS user database and periodically update the structure to synchronize user information. This ensures ongoing consistency between the enterprise's organizational hierarchy and the corporate learning structure. Training courses can be designed to match a range of different learning organizations.

### Competency management platform

CTMS improves training effectiveness by helping managers identify skill gaps between employees' competency levels and job profile requirements and addresses the gap with necessary training.

### Wizard-base content creation

CTMS features an intuitive interface allowing administrators to manage courses online. Content is easily created using a design wizard. An intuitive learning curve allows even novices to use the system with minimal guidance—ensuring fewer costs to adopt and deploy.

### Automated e-learning management system

CTMS reduces the effort in managing enterprise learning processes by providing automated systems for functions such as managing training costs, and course listings.

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## Online and offline classroom/course management

CTMS includes a management mechanism for both online and offline courses. Classroom course management functions include: attendance management, leave application management, and external training applications. A highly efficient blend of online and offline training can be established through a combination of interactive classroom and flexible online sessions.

## Compliance with international e-Learning standards

SCORM (The Sharable Content Object Reference Model) and AICC (Aviation Industry Computer-Based Training Committee) are recognized international standards for e-learning. These standards support the concept of reusing and sharing training materials over computer networks, thereby reducing training costs and the length of time taken for creating content and delivering courses. The SCORM and AICC e-learning standards enable the easy transfer of training materials between compliant learning platforms. CTMS allows the import and export of contents that comply with SCORM 1.2 and AICC standards.

## User-friendly interface

CTMS features a straightforward user interface that can be easily customized according to one's learning needs. Complexity and confusion is reduced through automatic disabling of non-applicable functions based on a user's role and requirements. A tree-based course interface, personal learning calendar and other personalized

the process of arranging learning schedules. The interface's ease of use leads to less frustration and higher motivation to learn.

## Advanced mechanism for approval workflow

CTMS offers a personalized approval mechanism that can be adapted to an enterprise's existing procedures or can be used to create new and independent approval processes. The system can automatically select an appropriate approval workflow based on a user's role, combining with a substitute mechanism for supervisor's and learning manager's approval to fully exploit auto-management functions and workflow.

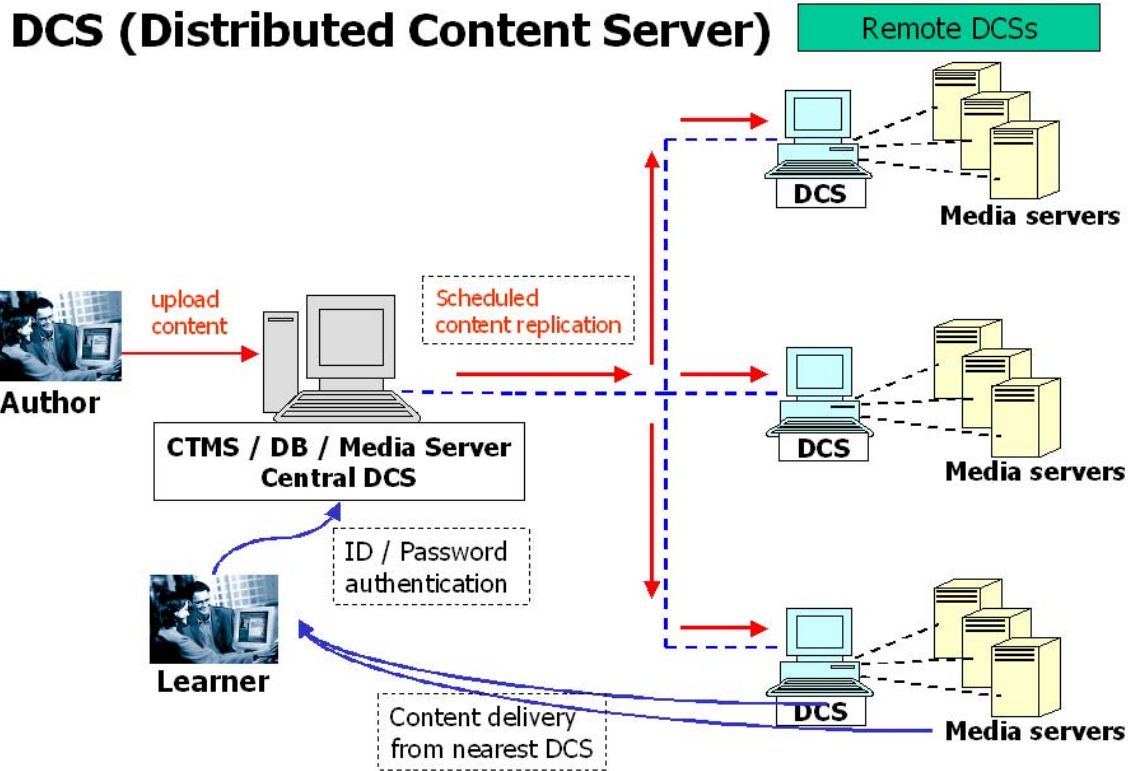
## Cross-platform technology that supports a Distributed Content Server

By utilizing Java technology, CTMS is able to run within different operating system and database environments, such as Windows or Linux operating systems, and MS SQL or Oracle database systems. This compatibility eliminates system integration issues while reducing installation costs. Distributed Content Server technology synchronizes multiple content servers and updates the contents concurrently. The system detects users' network locations and selects the nearest server to provide learning services; thus saving essential network bandwidth while offering a better quality learning experience.

## Flexible definition of user roles

CTMS enhances management flexibility by allowing a single user to possess multiple roles. New roles can be created and customized with new names and different privileges, providing maximum flexibility for enterprises.

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## Compatibility with multiple file formats

CTMS supports a full range of file formats, allowing trainers to develop content from multiple media types. In addition to conventional text and picture files, formats including MS Office, HTML, Images, Adobe PDF, video, audio, and Macromedia Flash are also supported. CTMS provides direct and full support of rich media presentation files produced by CyberLink's StreamAuthor software.

## Training cost analysis

CTMS provides executives with reports to clearly identify training program costs. Training costs are automatically allocated to each department. Even though an employee served at different departments for different durations, the

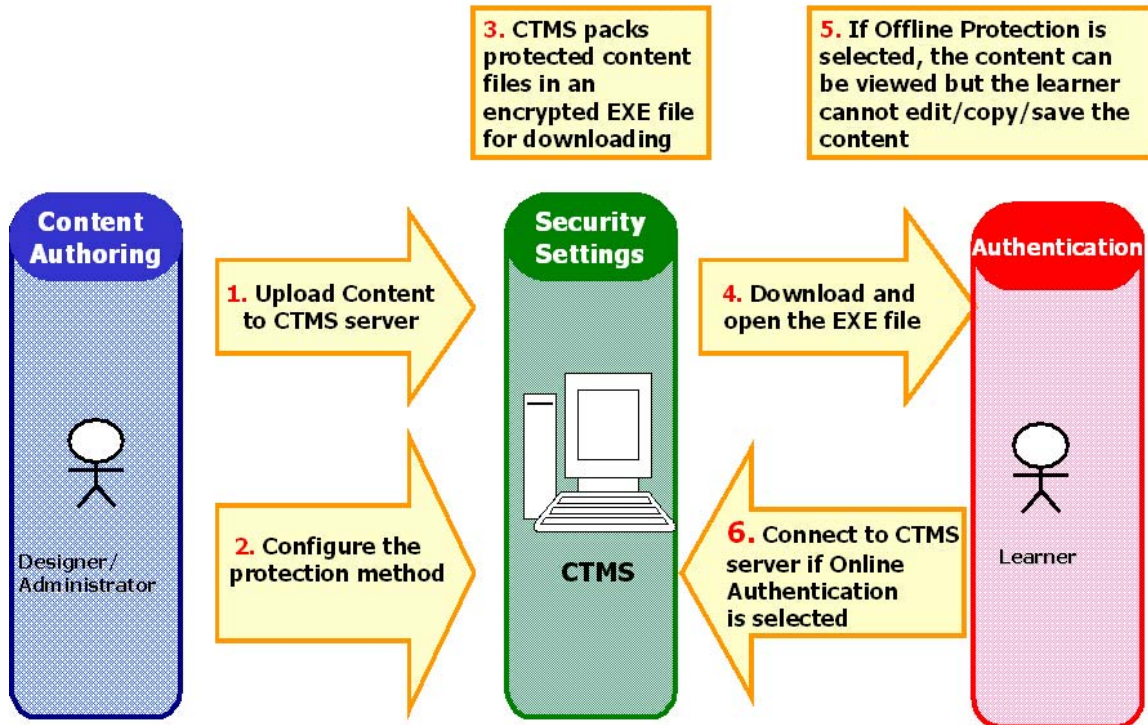
changes ensuring accurate analysis.

## Complete protection of training content

CTMS includes a training content security mechanism, by applying online and offline restrictions on printing, copying and modifying, and security expiry dates ensuring training contents, classroom documents, file centers and forum discussion attachments are fully protected. CTMS also adopts market-leading authentication technology to enable a high degree of access control.

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## Content Security Mechanism



### CTMS' modular design is highly configurable to enterprise needs

#### CTMS Core Platform Module

The core platform module is included in all editions of the CTMS family. It consists of web-based management systems for curriculum administration, emails, user accounts, community/forum settings, analysis reports and system setting.

#### CTMS Family

The CTMS Family includes editions designed to best meet individual corporate needs:

#### E-learning Edition

In addition to the core platform, this edition

resources, online course administration, online learning and learning group administration, learning progress tracking, and learning status reports. Optional modules include testing and survey management, document archive management, a Multiple Department Course Management module, an E-learning Portal Customization module, and website and distributed content server management systems.

#### E-training Edition

In addition to the core platform, this edition includes: learning resource management system, learning forum system, offline course management system, outside training management, training workflow and approval system. Optional modules include: learning assessment and survey system, document archive module, Multiple Department Courses Management module, E-learning Portal

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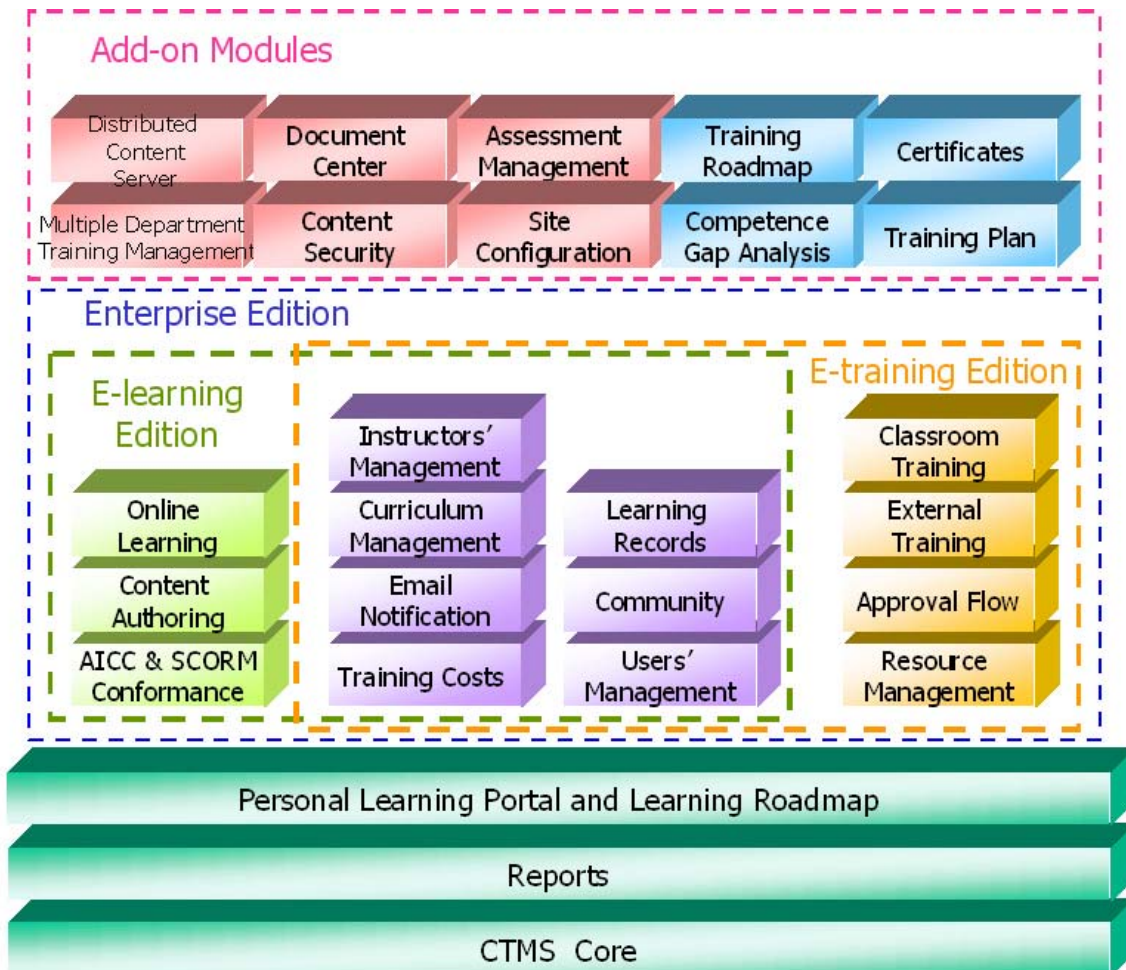
Customization module, and website and distributed content server management systems.

development. Optional modules include a competency management module, certification module, learning map management module and training planning management module.

## E-enterprise Edition

Combining the features of e-training and e-learning, this edition also covers online and off-line training management needs. It is a complete training management system designed for enterprises that focus on HR

## CTMS Architecture



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## System Requirements

### Client

Operating System	Windows 95/98/2000/Me/XP
CPU	Pentium II 300 MHz or above
RAM	64 MB or above
Web Browser	Microsoft IE 5.5 or above Windows Media Player 7.0 or above (for viewing content)

### Server

#### 1. CTMS 4 Application Server

Operating System	Windows 2000 server, Windows Sever 2003 or Linux Server (Red Hat 9.0)
CPU	Xeon 2.8 GHz or above
RAM	1 GB or above
Hard Disk	80 GB or above (recommended SCSI or RAID 5)
Web Server	Microsoft IIS V5.0 or Apache 1.3.20
AP Server	Tomcat 4.3.10 or WebSphere 5.1
Mail Server	Microsoft SMTP Service or SendMail (for Linux)

#### 2. Database Server

Operating System	Windows 2000 Sever, Windows Server 2003
CPU	Xeon 2.8 GHz or above
RAM	2 GB or above
Hard Disk	40 GB or above (recommended SCSI or RAID 5)
Data Base	Microsoft SQL 7.0/2000, Oracle 9.2

#### 3. Streaming Media Server

Operating System	Windows 2000 Sever or Windows Server 2003
CPU	Xeon 2.8 GHz or above
RAM	2 GB or above
Hard Disk	80 GB or above (recommended SCSI or RAID 5)
Software	Windows Media Server 4.0 or above (including Windows 2000/2003)